



THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD

MINUTES OF BOARD (CLOSED SESSION) MEETING NO. 04/2011
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: February 17, 2011

TIME OF MEETING: 11:22 a.m.

LOCATION OF MEETING: Nipigon District Memorial Hospital
125 Hogan Road
Nipigon, Ontario

CHAIR: Councillor I. Angus

PRESENT:

Councillor Iain Angus
Councillor Armand Giguere
Councillor Larry Hebert
Reeve Kevin Holland
Mr. Robert (Bob) Katajamaki
Mayor Don McArthur
Councillor Sara Park
Councillor Paul Pugh
Councillor Aldo Ruberto
Councillor Kelly Tsubouchi
Councillor Joe Virdiramo

OFFICIALS:

Ms. Melissa Harrison, CAO
Mr. William Bradica, Manager – Finance Division
Mr. Don Tront, Manager
– Property Management Services Division

REGRETS:
Councillor Andrew Foulds

Note: For purposes of this agenda and subsequent Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors, and references to CAO refers to the Chief Administrative Officer of TBDSSAB.

BOARD (CLOSED SESSION) MEETING

DISCLOSURES OF INTEREST

REPORTS OF OFFICERS

Karen Bradica, Manager – Housing Services Division, Sandy Isfeld, Manager – Children's Services, Don Tront, Manager – Property Management Services Division, Carmen Wheeler, Manager – Ontario Works Division, Lynda DaCosta, Human Resources Consultant, Keri Greaves, Financial Analyst – Finance Division, James McMahon, Social Policy Analyst, and Linda Douglas - Recording Secretary, left the meeting room.

2011 Budget Considerations

Report No. 2011CS-04 (Finance) providing The District of Thunder Bay Social Services Administration Board with options relative to sources of financing for a proposed budgetary expansion.

William Bradica, Manager – Finance Division, provided an overview and responded to questions.

It was the consensus of the Board that the resolution as contained in Report No. 2011CS-04 be presented for consideration in Open Session.

TBDSSAB

Year 2011 Proposed Budget

Memorandum from William Bradica, Acting CAO, dated January 12, 2011, attaching Confidential 2011 Proposed Staff Complement as part of Attachment #5 (Draft Budget Book) to Report No. 2011-05 (Finance), represented, for information only.

William Bradica, Manager – Finance Division, provided an overview and responded to questions.

At 11:54 a.m., William Bradica, Manager – Finance Division, left the meeting room, and Don Tront, Manager – Property Management Services Division, entered the meeting room.

Rent Supplemental Program Update – February 2011

Memorandum from Don Tront, Manager - Property Management Services, dated February 1, 2011, attaching Confidential Attachment #1 - Rent Increase Notices for May 2011, for information only. Report No. 2011-07 will be presented in Open Session.

Don Tront, Manager – Property Management Services Division, responded to questions.

ADJOURNMENT

Resolution No. 11/CS02

Moved by: Reeve K. Holland
Seconded by: Mr. R. Katajamaki

THAT the Board (Closed Session) Meeting No. 04/2011 of The District of Thunder Bay District Social Services Administration Board, held on February 17, 2011, be adjourned, at 11:58 a.m., to reconvene in Open Session to consider the remaining agenda items.

CARRIED



THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD

MINUTES OF BOARD MEETING NO. 03/2011
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING:	February 17, 2011
TIME OF MEETING:	11:00 a.m.
LOCATION OF MEETING:	Nipigon District Memorial Hospital 125 Hogan Road Nipigon, Ontario
CHAIR:	Councillor I. Angus
PRESENT:	OFFICIALS:
Councillor Iain Angus	Ms. Melissa Harrison, Chief Administrative Officer
Councillor Armand Giguere	Ms. Karen Bradica, Manager
Councillor Larry Hebert	– Housing Services Division
Reeve Kevin Holland	Mr. William Bradica, Manager – Finance Division
Mr. Robert (Bob) Katajamaki	Mr. Sandy Isfeld, Manager – Children's Services
Mayor Don McArthur	Mr. Don Tront, Manager
Councillor Sara Park	– Property Management Services Division
Councillor Paul Pugh	Ms. Carmen Wheeler, Manager
Councillor Aldo Ruberto	– Ontario Works Division
Councillor Kelly Tsubouchi	Ms. Lynda DaCosta, Human Resources Consultant
Councillor Joe Virdiramo	Mr. Keri Greaves, Financial Analyst
	– Finance Division
REGRETS:	Mr. James McMahon, Social Policy Analyst
Councillor Andrew Foulds	Mrs. Linda Douglas - Recording Secretary

Note: For the purposes of this agenda and subsequent Minutes, references to TBDSSAB or the Board refer to The District of Thunder Bay Social Services Administration Board of Directors and references to CAO refer to the Chief Administrative Officer of TBDSSAB.

BOARD MEETING

Councillor Angus called the meeting to order, and introduced Melissa Harrison, new CAO. Introductions were made by those present.

Melissa Harrison, CAO, shared her vision, the key priorities for the upcoming year, and responded to questions.

DISCLOSURES OF INTEREST

MINUTES OF PREVIOUS MEETING

Board Meetings

Minutes of Meeting No. 01/2011 and Meeting No. 02/2011 (Regular and Closed Session) of TBDSSAB, held on January 20, 2011, respectively, to be confirmed.

An error was noted in reference to Confirmation of Meeting Dates on Page 21 of the agenda. The next Inaugural Meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, January 15, 2015. A resolution will be presented at the next Board meeting to confirm correction of the next Inaugural meeting date.

Resolution No. 11/25

Moved by: Mr. R. Katajamaki
Seconded by: Councillor P. Pugh

THAT the Minutes of Meeting No. 01/2011 and Meeting No. 02/2011 (Regular and Closed Sessions) of The District of Thunder Bay Social Services Administration Board, held on January 20, 2011, respectively, be confirmed, as amended.

CARRIED

Appointment of Chief Administrative Officer

Memorandum from Sandy Isfeld, Acting CAO, dated February 2, 2011, relative to the above noted, containing a resolution for consideration.

Resolution No. 11/26

Moved by: Mr. R. Katajamaki
Seconded by: Councillor J. Virdiramo

THAT with respect to the recommendation of the Hiring Committee, we, The District of Thunder Bay Social Services Administration Board, appoint Melissa Harrison, as Chief Administrative Officer for The District of Thunder Bay Social Services Administration Board, effective February 14, 2011;

AND THAT the terms of employment are as set out in the employment contract between the Board and Melissa Harrison, dated the 1st day of February 2011;

AND THAT any necessary recruitment expenses as authorized by the Executive Committee during the recruitment process are approved and are to be paid from the previously approved recruitment budget;

AND THAT with respect to section 1997, c. 25, Schedule. A, s. 43., of the Ontario Works Act and effective February 14, 2011, we appoint Melissa Harrison, Chief Administrative Officer, as Administrator for the TBDSSAB geographic area, to carry out the powers and duties of Administrator as noted in section 44 of the *Ontario Works Act* as noted below:

Each administrator shall carry out the following duties:

1. Receive applications for basic financial assistance from persons residing in his or her geographic area.
2. Determine the eligibility of each applicant for basic financial assistance.
3. If an applicant is found eligible for basic financial assistance, determine the amount of the assistance and direct its provision.
4. Determine eligibility for employment assistance and direct its provision.

5. Carry out the prescribed duties. 1997,
c. 25, Sched. A, s. 44.

AND FURTHER THAT Carmen Wheeler,
Ontario Works Division Manager, remain as
the appointed designate as Administrator;

AND FURTHER THAT we appoint Melissa
Harrison as Senior Administrator for the
Thunder Bay District Housing Corporation,
effective February 14, 2011;

AND THAT the necessary By-law be presented
to the Board.

CARRIED

APPOINTMENTS TO COMMITTEES

At the January 20, 2011 Inaugural Board Meeting, appointments were made to
the Child Care, Ontario Works, and Social Housing Committees.

Board Members were provided with an additional opportunity to volunteer for one
or more of the above Committees.

In addition to the existing Committee Members appointed at the January 20,
2011 Inaugural Board Meeting, the following Members were also appointed.

Resolution No. 11/26(A)

Moved by: Councillor J. Virdiramo
Seconded by: Councillor L. Hebert

THAT with respect to the appointment of
Members of The District of Thunder Bay Social
Services Administration Board to the Child
Care, Ontario Works, and Housing Services
Committees at the January 20, 2011 Inaugural
Board Meeting, we appoint the following
additional Members to the respective
Committees:

Ontario Works Committee
Councillor Sara Park
Councillor Armand Giguere

Social Housing Committee
Councillor Sara Park

CARRIED

CLOSED SESSION MEETING

Administration recommended that the Board adjourns to Closed Session relative to receipt of information with respect to identifiable individuals and security of the property of the Board.

Resolution No. 11/27

Moved by: Mr. R. Katajamaki
Seconded by: Councillor P. Pugh

THAT the Board adjourns to Closed Session relative to receipt of information with respect to identifiable individuals and security of the property of the Board.

CARRIED

REPORTS OF OFFICERS

At 12:00 p.m., the Board reconvened in Open Session with all Officials present.

2011 Budget Considerations

Report No. 2011CS-04 (Finance), relative to the above noted, was presented in Closed Session earlier.

Resolution No. 11/28

Moved by: Mr. R. Katajamaki
Seconded by: Reeve K. Holland

THAT with respect to Report No. 2011CS-04 (Finance), we recommend that Administration proceed as directed in Report No. 2011CS-04.

CARRIED

Thunder Bay District Housing Corporation
4th Quarter 2010 Financial Report

Administrative Summary No. ADM2011-06 (Finance), relative to providing the Board with a year-to-date financial report for the 4th quarter of 2010, for information only.

William Bradica, Manager – Finance Division, responded to questions. Keri Greaves, Financial Analyst – Finance Division, Don Tront, Manager – Property Management Services Division, and Sandy Isfeld, Manager – Children's Services Division, also responded to questions.

Administration was requested to:

- Distribute to new Board Members, for their information, Administrative Summary No. ADM2010-23 (Finance), which was included in the September 23, 2010 Board agenda and referenced in Administrative Summary No. ADM2011-06 (Finance).
- Contact Toni Farley, Farley & Associates, Consultant, requesting further information regarding natural gas prices and the fixed price contracts with the Social Housing Services Corporation (SHSC).
- Obtain additional information regarding the natural gas contract with SHSC and the benefits of the relationship over the past few years.
- Provide Councillor Tsubouchi with information regarding the installation of an elevator at Sjolander Court in Nipigon.

TBDSSAB - 4th Quarter 2010 Financial
Report

Administrative Summary No. ADM2011-07 (Finance), relative to providing the Board with a financial report for the 4th quarter of 2010, for information only.

William Bradica, Manager – Finance Division, responded to questions.

Banking Authorization Resolutions

Memorandum from William Bradica, Manager – Finance Division, dated February 2, 2011, relative to the above noted, containing a resolution for consideration.

William Bradica, Manager – Finance Division, responded to questions.

Resolution No. 11/32

Moved by: Councillor A. Ruberto
Seconded by: Councillor S. Park

THAT with respect to Banking Authorization Resolutions for The District of Thunder Bay Social Services Administration Board and the Thunder Bay District Housing Corporation, respectively, as attached to the memorandum from William Bradica, Manager, Finance Division – The District of Thunder Bay Social Services Administration Board, dated February 2, 2011, we recommend that the Resolutions be duly signed in accordance with The District of Thunder Bay Social Services Administration Board By-law No. 10 - 2010 (Governance By-law).

CARRIED

Ontario Works Client Services

Memorandum from Sandy Isfeld, Acting CAO, dated February 1, 2011, relative to the above noted, and containing a resolution for consideration.

Carmen Wheeler, Manager – Ontario Works Division, provided an overview and responded to questions.

Although complex systemic challenges and issues were acknowledged, it was the consensus of the Board that Administration cannot facilitate any of the requests contained in the above noted memorandum.

As requested, Sandy Isfeld, Manager – Children's Services, will provide the Board with a previously distributed report on cheque cashing and the impact on TBDSSAB clients.

Resolution No. 11/33

Moved by: Councillor A. Ruberto
Seconded by: Councillor S. Park

THAT with respect to client services under the Ontario Works Division, we recommend that Administration investigate and provide a report on the following three areas:

- (a) That once clients have authorized direct rent payments to landlords, that those arrangements cannot be changed without the landlord also being notified of the change.
- (b) The possibility of having client cheques issued to them every second week.
- (c) That the use of debit cards for clients be established or in the alternative have designated cashing places that don't charge clients a fee.

LOST

At 12:45 p.m., the Chair called for a lunch break.

At 1:15 p.m., the Board reconvened in Open Session, with all Officials present.

The Thunder Bay District Housing Corporation Year 2011 Proposed Capital Program Budget

Report No. 2011-09 (Finance), relative to providing an overview and presenting the proposed year 2011 Thunder Bay District Housing Corporation (TBDHC) capital program budget for the Board's review and discussion.

Resolution No. 11/29

Moved by: Mr. R. Katajamaki
Seconded by: Reeve K. Holland

THAT with respect to Report No. 2011-09 (Finance), we, The District of Thunder Bay Social Services Administration Board, approve the capital program budget for the year 2011 as presented in Report No. 2011-09;

AND THAT up to \$2,057,500 be financed from the Public Housing Capital Reserve Fund;

AND THAT up to \$710,600 be financed from the Provincial Reformed Capital Reserve Fund;

AND THAT up to \$152,900 be financed from
the Pre-1986 Capital Reserve Fund;

AND THAT up to \$27,400 be financed from the
Sequoia Park Capital Reserve Fund;

AND THAT up to \$190,000 be financed from
the Andras Court Capital Reserve Fund;

AND THAT the necessary by-law be presented
to the Board for approval.

CARRIED

TBDHC
Year 2011 Operating Budget

At the January 20, 2011 Board meeting a resolution was passed deferring approval of the above noted budget.

Memorandum from William Bradica, Manager – Finance Division, dated January 31, 2011, relative to the above noted, containing a resolution for consideration.

Attachment #1 to the Memorandum, Report No. 2011-06 (Finance), relative to providing the Board with the year 2011 proposed budget for Thunder Bay District Housing Corporation, represented for approval.

The Thunder Bay District Housing Corporation 2011 Draft Budget book, noted as Attachment #1 in Report No. 2011-06, was previously distributed as a separate item with the January, 2011 agenda package.

William Bradica, Manager – Finance Division, responded to questions.

Resolution No. 11/30

Moved by: Councillor L. Hebert
Seconded by: Councillor P. Pugh

THAT with respect to Report No. 2011-06 (Finance), we, The District of Thunder Bay Social Services Administration Board, approve the 2011 operating budget for the Thunder Bay District Housing Corporation as presented;

AND THAT the necessary By-law be presented to the Board.

CARRIED

TBDSSAB
2011 Budget Approval

At the January 20, 2011 Board meeting a resolution was passed deferring Report No. 2011-05 (Finance), pending the status of the revised Ontario Works funding model.

Report No. 2011-08 (Finance) attaching Report No. 2011-05 (Finance) relative to providing the 2011 Budget resolution and the status of the Provincial decision concerning a revised Ontario Works funding model.

The District of Thunder Bay Social Services Administration Board Year 2011 Draft Budget book, noted as Attachment #1 in Report No. 2011-05, was previously distributed as a separate item with the January, 2011 agenda package.

Memorandum from Carmen Wheeler, Manager – Ontario Works Division, dated February 15, 2011, relative to the revised Ontario Works Funding Approach, was distributed to Members of the Board by email February 15, 2011 and at the meeting, for information only.

Memorandum from William Bradica, Manager – Finance Division, dated February 15, 2011, relative to the Ontario Works Funding Model and 2011 Budget Implications, was distributed by email to Members of the Board February 15, 2011 and at the meeting, for information only.

Memorandum from Melissa Harrison, CAO, dated February 16, 2011, containing a revision to Resolution No. 11/31 for consideration relative to the above noted, was distributed at the meeting.

Carmen Wheeler, Manager – Ontario Works, provided an overview of the revised funding approach, noted the implementation date of April 1, 2011, and responded to questions. In addition she provided a history on the Addiction Services Initiative, an overview of its effectiveness, and outlined the level of need in the District of Thunder Bay, and the success of the program.

William Bradica, Manager – Finance Division, provided an overview of the implications of the revised Ontario Works funding approach on the 2011 TBDSSAB budget and presented Administration's recommendation. He responded to questions on the revised funding approach and the overall 2011 TBDSSAB budget.

Melissa Harrison, CAO, provided an overview of the additional provincial funding, and responded to questions.

Subsequent to discussions, it was the consensus of the Board that Administration conducts an analysis of the social assistance component of the funding formula with respect to the Ontario Municipal Partnership Fund, and bring this item forward to the Political Action Committee.

Resolution No. 11/31

Moved by: Councillor J. Virdiramo
Seconded by: Councillor S. Park

THAT with respect to Reports No. 2011-05 (Finance) and No. 2011-08 (Finance), we approve The District of Thunder Bay Social Services Administration Board budget for the year 2011 as presented in Report No. 2011-05 (Finance) and as amended per Confidential Report No. 2011CS-04;

AND THAT up to \$100,000 be drawn from the Best Start Reserve Fund for the 2011 budget;

AND THAT up to \$136,200 be drawn from the Ontario Works Client Benefit Reserve Fund;

AND THAT The District of Thunder Bay Social Services Administration Board budget for 2011 be circulated to participating municipalities;

AND THAT the municipalities be billed as per the 2011 budget using weighted assessment for the year 2010 until the 2011 weighted assessment can be determined;

AND THAT with respect to the memorandum from William Bradica, Manager – Finance Division, dated February 15, 2011, we recommend that Administration proceed with Option #3 with respect to the revised Ontario Works funding allocation, as contained in the memorandum;

AND THAT Administration present an amended Ontario Works budget at the April

Board meeting following the presentation of the
2010 Audited Financial Statements at the
Annual General Meeting;

AND THAT the necessary By-law be presented
to the Board.

Resolution No. 11/31(A)

Moved by: Councillor K. Tsubouchi
Seconded by: Councillor L. Hebert

THAT with respect to Resolution No. 11/31,
we recommend that the paragraph referencing
the memorandum from William Bradica,
Manager – Finance Division, dated February
15, 2011, be amended by changing
“Administration proceed with Option #3” to
“Administration not proceed with Option #2”.

CARRIED

Resolution No. 11/31 (As Amended)

Moved by: Councillor J. Virdiramo
Seconded by: Councillor S. Park

THAT with respect to Reports No. 2011-05
(Finance) and No. 2011-08 (Finance), we
approve The District of Thunder Bay Social
Services Administration Board budget for the
year 2011 as presented in Report No. 2011-05
(Finance) and as amended per Confidential
Report No. 2011CS-04;

AND THAT up to \$100,000 be drawn from the
Best Start Reserve Fund for the 2011 budget;

AND THAT up to \$136,200 be drawn from the
Ontario Works Client Benefit Reserve Fund;

AND THAT The District of Thunder Bay Social
Services Administration Board budget for 2011
be circulated to participating municipalities;

AND THAT the municipalities be billed as per the 2011 budget using weighted assessment for the year 2010 until the 2011 weighted assessment can be determined;

AND THAT with respect to the memorandum from William Bradica, Manager – Finance Division, dated February 15, 2011, we recommend that Administration not proceed with Option #2 with respect to the revised Ontario Works funding allocation, as contained in the memorandum;

AND THAT Administration present an amended Ontario Works budget at the April Board meeting following the presentation of the 2010 Audited Financial Statements at the Annual General Meeting;

AND THAT the necessary By-law be presented to the Board.

CARRIED

TBDHC Portfolios – Vacancy Report

Administrative Summary No. ADM2011-03 (Property Management Services) relative to providing the Board with unit financial vacancy statistics for the third quarter ended September 2010, for information only.

Don Tront, Manager – Property Management Services Division, responded to questions.

Ontario Works Financial Reconciliation – 2009

Administrative Summary No. ADM2011-04 (Ontario Works), relative to the above noted, for information only.

Carmen Wheeler, Manager – Ontario Works, provided an overview and responded to questions.

Melissa Harrison, CAO, commended the staff of the Finance Division on a job well done.

Comparison of Social Assistance
Rates Between Provinces

At the April 15, 2010 Board Meeting, a comparison of social assistance rates from province-to-province was requested.

Administrative Summary No. ADM2011-05 (CAO's Office), relative to the above noted, for information only.

Thunder Bay District Health Unit Bulletin "The Cost of Eating Well in the District of Thunder Bay 2010" was distributed at meeting, for information only.

Carmen Wheeler, Manager – Ontario Works Division, responded to questions.

Melissa Harrison, CAO, provided information on NOSDA initiatives in this regard.

International Housing Exchange
Partnership Annual Exchange Meeting
2010 in Berlin, Germany

At the November 18, 2010 Board Meeting, Don Tront, Manager – Property Management Services Division, was requested to provide a report relative to the above noted.

Due to a shortage of time at the January 20, 2011 Board meeting, the slideshow presentation was deferred to the February 17, 2011 Board meeting.

Don Tront, Manager - Property Management Services Division, presented a condensed version of a video and slideshow relative to the above noted, and responded to questions.

The full version of the video and slideshow will be provided to individual Board members upon request.

Rent Supplement Program Update
– February 2011

Report No. 2011-07 (Property Management Services) relative to providing TBDSSAB with an update of subsidy paid to landlords and notice of rent increase under the Rent Supplemental Program.

Confidential Attachment #1 to Report No. 2011-07 was presented in Closed Session earlier.

Don Tront, Manager - Property Management Services Division, responded to questions.

Resolution No. 11/34

Moved by: Councillor A. Ruberto
Seconded by: Councillor S. Park

THAT with respect to Report No. 2011-07
(Property Management Services), we approve
all the rent increases, as outlined in
Confidential Attachment #1 contained in Report
No. 2011-07, as presented in Closed Session.

CARRIED

Board Resolution #10/41(A) – Revised
Hiring Policy - Student Employees

Memorandum from Lynda DaCosta, Human Resources Consultant – TBDSSAB,
dated February 3, 2011, relative to the above noted, requesting a deferral of the
report until the April 21, 2011 Board Meeting.

It was the consensus of the Board to defer the report until the April 21, 2011
Board meeting.

CORRESPONDENCE

Thank You Letter from Schreiber
Public School

Letter from Kim Asmussen, Principal – Schreiber Public School, dated January
11, 2011, relative to the donation of a refrigerator, for information only.

Federal Funding Commitment to
Housing and Homelessness Programs
and Initiatives Beyond March 31, 2011

Letter from The Honourable Diane Finley, Federal Minister of Human Resources
and Skills Development, addressed to Iain Angus, Chair – TBDSSAB, dated
January 25, 2011, relative to the above noted, for information only.

BY-LAWS

First and Final Reading

Resolution No. 11/35

Moved by: Councillor J. Virdiramo
Seconded by: Councillor L. Hebert

THAT the following By-laws be introduced and now be given First and Final Reading, engrossed, signed by the Chair and Secretary, sealed and numbered:

1. A By-law to adopt the Thunder Bay District Housing Corporation Operating Budget and Capital Budget for the year 2011.

Explanation: A by-law to adopt the Thunder Bay District Housing Corporation Operating Budget and Capital Budget for the year 2011.

Authorization: Board Meeting 2011/02/17

BY-LAW NUMBER 3 - 2011

2. A By-law to adopt The District of Thunder Bay Social Services Administration Board budget for the year 2011.

Explanation: A by-law to adopt the Thunder Bay Social Services Administration Board budget for the year 2011.

Authorization: Board Meeting 2011/02/17

BY-LAW NUMBER 4 - 2011

3. A By-law to appoint the Chief Administrative Officer for The District of Thunder Bay Social Services Administration Board.

Explanation: A By-law to appoint the Chief Administrative Officer for The District of Thunder Bay Social Services Administration Board.

Authorization: Board Meeting 2011/02/17

BY-LAW NUMBER 5 - 2011

CARRIED

NEW BUSINESS

NOSDA Annual General Meeting

Melissa Harrison, CAO, provided information regarding the Northern Ontario Service Deliverers Association 2011 Annual General Meeting, and solicited Board representation for the meeting.

Resolution No. 11/35(A)

Moved by: Mr. R. Katajamaki
Seconded by: Reeve K. Holland

THAT with respect to the Northern Ontario Service Deliverers Association 2011 Annual General Meeting, to be held on April 4, 5, and 6, 2011, in Sudbury, Ontario, the following Members of the Board are selected to attend:

1. Mr. Robert Katajamaki
2. Councillor Armand Giguere

AND THAT other Members be authorized to attend should they wish.

CARRIED

Ontario Works Client Services

Further to the memorandum from Sandy Isfeld, Acting CAO, dated February 1, 2011, relative to the above noted, which was presented earlier in the meeting, an additional resolution was presented for consideration and subsequently withdrawn by the Mover.

It was the consensus of the Board that the points raised in the memorandum regarding Ontario Works Client Services be referred to the Ontario Works Committee for further discussion and resulting recommendations be presented to the Board for consideration.

Hot Water on Demand Energy
Conservation Measures

Mr. Katajamaki advised that the above noted matter was an outstanding item from a 2010 Social Housing Committee meeting, and requested an update.

Administration to review the Committee Meeting Minutes and provide the requested update.

Housing Strategy and Response to
Bill 140

It was noted that a final report of the Housing Strategy will be presented for the Board's approval at an upcoming meeting.

It was further noted that Toni Farley, Consultant, was requested to provide a line by line review of Bill 140, the proposed new legislation replacing the Social Housing Reform Act. The Consultant will also provide a position paper relative to the Board's response to Bill 140.

It was the consensus of the Board that the Board advocates for additional representation on the Social Housing Services Corporation Board of Directors. As the North is under-represented, specifically there should be one seat from each the Northwest and the Northeast, selected solely by the DSSABs.

Furthermore, it was the consensus of the Board that the Political Action Committee prepares the Board's response to Bill 140 and takes any necessary steps to advocate the Board's interests.

NEXT MEETING

The next Board meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, April 21, 2011, in the McNaughton Room, City Hall, 500 East Donald Street, Thunder Bay, Ontario.

ADJOURNMENT

Resolution No. 11/36

Moved by: Councillor P. Pugh
Seconded by: Councillor L. Hebert

THAT Board Meeting No. 03/2011 of The
District of Thunder Bay Social Services

Administration Board held on February 17,
2011, be adjourned at 3:11 p.m.

CARRIED



Sample Receipt Confirmation

Report Distribution:

Company Name: OLIVER PAIPOONGE MUNICIPALITY
 Contact: J. CRESSMAN
 Address: WORKS #260001081, P.O BOX 10
 MURILLO, ON, P0T 2G0
 Phone: 807-935-2613
 Fax: 807-935-2161
 Email: wqsveikko@tbaytel.net
 Report Name: CROSSTAB_ALS
 Digital Type: --
 Digital Email: --
 Distribution: Hard Copy: N Email: Y Fax: Y

Invoice Distribution:

Acct Name: OLIVER PAIPOONGE MUNICIPALITY
 Contact: ACCOUNTS PAYABLE
 Address: P.O. BOX 10,
 MURILLO, ON, P0T 2G0
 Phone: 807-935-2613
 Fax: 807-935-2161
 Invoice Email: --
 Project #: ONT_DWREG 11018
 Account #: 11018

Client Information:

Job Reference #: 260001081
 Project PO #: --
 Legal Site Description: N/A
 Quote #: N/A
 Date Sampled: 03-MAY-11
 Date Received: 04-MAY-11
 Sampled By: JG
 Chain Of Custody: --

Workorder Summary:

Lab Work Order #: L1000981
 Estimated completion date: 13-MAY-11
 3 Samples received at ALS in THUNDERBAY
 Client Job #: 260001081
 Account Manager: Tricia Sampson
 Estimated sample disposal date: 12-JUN-11

Lab Sample ID	Client Sample ID	Date Sampled	Date Received	Sample Due Date	Priority Flag	Sample Type
L1000981-1	--R1 RV-01 NORTH	03-MAY-11 13:40	04-MAY-11 11:05	13-MAY-11		RAW WATER
L1000981-2	--R2 RV-01 SOUTH	03-MAY-11 13:42	04-MAY-11 11:05	13-MAY-11		RAW WATER
L1000981-3	--D1 DS-A26	03-MAY-11 13:25	04-MAY-11 11:05	13-MAY-11		DISTRIBUTION

Analysis Requested:

	Heterotrophic Plate Count	Presence / Absence	Ontario DW Surcharge [per submission]	Sample Handling and Disposal Fee
--R1 RV-01 NORTH		✓		✓
--R2 RV-01 SOUTH		✓		✓
--D1 DS-A26	✓	✓	✓	✓

Login Comments:

Your samples were at 9.1 C when unpacked at the laboratory.
 This is ideal. Thank you for your submission.

Sample Integrity Observations: No observations were identified for this work order submission.



ALS Group strives to deliver on-time results to our clients at all times. However, there are times when, due to capacity issues or other unforeseen circumstances, we are unable to meet our expected turnaround times. The information above is related to a recent workorder you have submitted to our laboratory. In the event that you have an inquiry, please refer to the Lab Work Order # when calling your Account Manager.

ALS LABORATORY GROUP SAMPLE RECEIPT CONFIRMATION

Company: OLIVER PAIPOONGE MUNICIPALITY
 ATTN: J. CRESSMAN
 Fax Number: 807-935-2161
 Account Manager: Tricia Sampson
 Job Reference: 260001081
 Legal Site Description:
 Project P.O. #: 2
 Date Sampled: 05-APR-11 Estimated Completion Date: 14-APR-11
 Date Received: 05-APR-11
 Sampled By: V. LONG
 Workorder #: **L992599**
 Chain of Custody #: 1

Sample #/SampleID/DateSampled/DateDue: L992599-1/~E1 RV-04/05-APR-11/14-APR-11

<u>Matrix</u>	<u>Product Description</u>	<u>Product Due*</u>
Water	NO2-N+NO3-N (O.Reg 170/03) Calculate from NO2 + NO3 Nitrite-N Nitrate-N	
Misc.	Ontario DW Surcharge (per submission)	
Misc.	Sample Handling and Disposal Fee	

Sample #/SampleID/DateSampled/DateDue: L992599-2/~D1 DS-A26/05-APR-11/14-APR-11

<u>Matrix</u>	<u>Product Description</u>	<u>Product Due*</u>
Water	Trihalomethanes	
Misc.	Sample Handling and Disposal Fee	

* INDICATES ESTIMATED COMPLETION DATE OF REQUESTED PRODUCT IF DIFFERENT THAN THE ESTIMATED COMPLETION DATE.

Login Comments:

Your samples were at 10.8°C when unpacked at the laboratory.

This is marginally above the generally recognized optimal temperature range (less than 10 C). Please review packaging and shipping protocols for future submissions.

ALS Laboratory Group strives to deliver on-time results to our clients at all times. However, there are times when, due to capacity issues or other unforeseen circumstances, we are unable to meet our expected TATs. The information above is related to a recent workorder you have submitted to our laboratory. We have also included a summary on the parameters of interest for this workorder. In the event that you have an inquiry, please refer to the Work Order # (L+6 digits) when calling your Account Manager.

IMPORTANT: The accompanying message is intended only for the use of the individual or entity to which it is addressed and may represent an attorney-client communication or otherwise contain information privileged, confidential and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution or copying or other use of the communication is strictly prohibited. If you receive the communication in error, please notify us immediately by telephone, and return the message to us at the above address via Canadian Postal Service postage due. Thank you.

Notice of Sub-contract Laboratory Service

Please be advised that the following tests will be subcontracted to the corresponding laboratory:

Trihalomethanes Subcontracted to: ALS ENVIRONMENTAL - WATERLOO, ONTARIO, CANADA

Please contact your Account Manager immediately should you have questions or concerns regarding this arrangement. Approval of this arrangement shall be implied unless otherwise notified by you.

ALS Laboratory Group strives to deliver on-time results to our clients at all times. However, there are times when, due to capacity issues or other unforeseen circumstances, we are unable to meet our expected TATs. The information above is related to a recent workorder you have submitted to our laboratory. We have also included a summary on the parameters of interest for this workorder. In the event that you have an inquiry, please refer to the Work Order # (L+6 digits) when calling your Account Manager.

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ALS ENVIRONMENTAL ANALYTICAL REPORT

Sample ID Description Sampled Date Sampled Time Client ID	L992203-1 RAW WATER 05-APR-11 10:50 -R1 RV-01 NORTH	L992203-2 RAW WATER 05-APR-11 10:48 -R2 RV-01 SOUTH	L992203-3 DISTRIBUTION 05-APR-11 10:40 -D1 DS-A26		
Grouping	Analyte				
WATER					
Bacteriological Tests	Presence/Absence: E. coli (p/a/100mL)	Absent	Absent	Absent	
	Presence/Absence: Total coliform (p/a/100mL)	Absent	Absent	Absent	
Miscellaneous	Heterotrophic Plate Count (CFU/mL)			0	

Reference Information

Test Method References:

ALS Test Code	Matrix	Test Description	Method Reference**
HPC-MF-TB	Water	Heterotrophic Plate Count	APHA 9215 D
PA24-QT-TB	Water	Presence / Absence	APHA 9223 B C24

** ALS test methods may incorporate modifications from specified reference methods to improve performance.

The last two letters of the above test code(s) indicate the laboratory that performed analytical analysis for that test. Refer to the list below:

Laboratory Definition Code	Laboratory Location
TB	ALS ENVIRONMENTAL - THUNDER BAY, ONTARIO, CANADA

Chain of Custody Numbers:

GLOSSARY OF REPORT TERMS

Surrogate - A compound that is similar in behaviour to target analyte(s), but that does not occur naturally in environmental samples. For applicable tests, surrogates are added to samples prior to analysis as a check on recovery.

mg/kg - milligrams per kilogram based on dry weight of sample.

mg/kg ww - milligrams per kilogram based on wet weight of sample.

mg/kg lwt - milligrams per kilogram based on lipid-adjusted weight of sample.

mg/L - milligrams per litre.

< - Less than.

D.L. - The reported Detection Limit, also known as the Limit of Reporting (LOR).

N/A - Result not available. Refer to qualifier code and definition for explanation.

Test results reported relate only to the samples as received by the laboratory.

UNLESS OTHERWISE STATED, ALL SAMPLES WERE RECEIVED IN ACCEPTABLE CONDITION.

Analytical results in unsigned test reports with the DRAFT watermark are subject to change, pending final QC review.



OLIVER PAIPOONGE MUNICIPALITY
ATTN: J CRESSMAN
WORKS #260001081
P.O BOX 10
MURILLO ON P0T 2G0

Date Received: 05- APR- 11
Report Date: 11- APR- 11 20:04 (MT)
Version: FINAL

Client Phone: 807- 935- 2613

Certificate of Analysis

Lab Work Order #: L992599
Project P.O. #: Q
Job Reference: 260001081
Legal Site Desc:
C of C Numbers: 1

Tricia Sampson
Account Manager

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ALSCANADA LTD Part of the ALS Group A Campbell Brothers Limited Company



CRITERIA REPORT

160001081

Sample / Date / Location	Parameter	Result	Criteria	Unit	Standard	Date	Reference
L992599-1 -E1 RV-04							
Sampled By: V. LONG on 05-APR-11 @ 11:40							
Matrix: TREATED WATER					DN-DWSTANDARD		
NO2-N+NO3-N (O.Reg 170/03)							
Nitrate and Nitrite as N	<0.030	0.030		mg/L	10	11-APR-11	
Nitrate-N (NO3-N)	<0.030	0.030		mg/L	10	07-APR-11	R2157383
Nitrite-N (NO2-N)	<0.20	DLM	0.20	mg/L	1	08-APR-11	R2166404
L992599-2 -D1 DS-A26							
Sampled By: V. LONG on 05-APR-11 @ 11:35							
Matrix: DISTRIBUTION							
Individual Analytes							
Trihalomethanes							
Chloroform	<0.50	0.50		ug/L		11-APR-11	R2167364
Bromodichloromethane	<0.50	0.50		ug/L		11-APR-11	R2167364
Dibromochloromethane	1.01	0.50		ug/L		11-APR-11	R2167364
Bromoform	23.5	0.50		ug/L		11-APR-11	R2167364
Total THMs	24.5	2.0		ug/L	100	11-APR-11	R2167364
Surr: 1,2-Dichloroethane d4	109	50-150		%		11-APR-11	R2167364

* Detection Limit for result exceeds Criteria Specific Limit. Assessment against Criteria Limit cannot be made.

* Analytical result for this parameter exceeds Criteria Specific Limit listed on this report.

Reference Information

260001081

L092500 CONTD....
Page 3 of 3
11-APR-11 20:08:23

Sample Parameter Qualifier key listed:

Qualifier	Description
DLM	Detection Limit Adjusted For Sample Matrix Effects

Methods Listed (if applicable):

ALS Test Code	Matrix	Test Description	Preparation Method Reference(Based On)	Analytical Method Reference(Based On)
ITL-N2N3-TB	Water	Calculate from NO2 + NO3		Calculation
JO2-ONT-DW-TB	Water	Nitrite-N		APHA 4110 B-Ion Chromatography
JO3-ONT-DW-TB	Water	Nitrate-N		APHA 4110 B-Ion Chromatography
HM-ONT-DW-WT	Water	Trihalomethanes		SW846 8260

Laboratory Methods employed follow in-house procedures, which are generally based on nationally or internationally accepted methodologies.

Chain of Custody numbers:

1

The last two letters of the above test code(s) indicate the laboratory that performed analytical analysis for that test. Refer to the list below:

Laboratory Definition Code	Laboratory Location	Laboratory Definition Code	Laboratory Location
TB	ALS ENVIRONMENTAL - THUNDER BAY, ONTARIO, CANADA	WT	ALS ENVIRONMENTAL - WATERLOO, ONTARIO, CANADA

GLOSSARY OF REPORT TERMS

Surrogates are compounds that are similar in behaviour to target analyte(s), but that do not normally occur in environmental samples. For applicable tests, surrogates are added to samples prior to analysis as a check on recovery. In reports that display the D.L. column, laboratory objectives for surrogates are listed there.

mg/kg - milligrams per kilogram based on dry weight of sample

mg/kg wwt - milligrams per kilogram based on wet weight of sample

mg/kg lwt - milligrams per kilogram based on lipid-adjusted weight

mg/L - unit of concentration based on volume, parts per million.

< - Less than.

D.L. - The reporting limit.

N/A - Result not available. Refer to qualifier code and definition for explanation.

Test results reported relate only to the samples as received by the laboratory.

UNLESS OTHERWISE STATED, ALL SAMPLES WERE RECEIVED IN ACCEPTABLE CONDITION.

Analytical results in unsigned test reports with the DRAFT watermark are subject to change, pending final QC review.

Application of criteria limits is provided as is without warranty of any kind, either expressed or implied, including, but not limited to fitness for a particular purpose, or non-infringement. ALS assumes no responsibility for errors or omissions in the information.



Quality Control Report

Workorder: L992599

Report Date: 11-APR-11

Page 1 of 2

Client: OLIVER PAIPOONGE MUNICIPALITY
 WORKS #260001081 P.O BOX 10
 MURILLO ON POT 2G0

Contact: J. CRESSMAN

Test	Matrix	Reference	Result	Qualifier	Units	RPD	Limit	Analyzed
VO2-ONT-DW-TB								
Water								
Batch R2165404								
WG1263775-6	DUP	WG1263775-5						
Nitrite-N (NO2-N)		51.8	52.8		mg/L	2.0	20	08-APR-11
WG1263775-2	LCS		94		%		85-115	08-APR-11
Nitrite-N (NO2-N)								
WG1263775-1	MB		<0.020		mg/L		0.02	08-APR-11
Nitrite-N (NO2-N)								
VO3-ONT-DW-TB								
Water								
Batch R2157383								
WG1262900-6	DUP	WG1262900-5						
Nitrate-N (NO3-N)		<0.030	<0.030	RPD-NA	mg/L	N/A	400	07-APR-11
WG1262900-2	LCS		99		%		85-115	07-APR-11
Nitrate-N (NO3-N)								
WG1262900-1	MB		<0.030		mg/L		0.03	07-APR-11
Nitrate-N (NO3-N)								
THM-ONT-DW-WT								
Water								
Batch R2167364								
WG1262773-1	CVS		103		%		70-130	11-APR-11
Chloroform								
Bromodichloromethane			102		%		70-130	11-APR-11
Dibromochloromethane			96		%		70-130	11-APR-11
Bromoform			96		%		70-130	11-APR-11
WG1262773-4	DUP	WG1262773-3						
Chloroform		<0.50	<0.50	RPD-NA	ug/L	N/A	40	11-APR-11
Bromodichloromethane		<0.50	<0.50	RPD-NA	ug/L	N/A	40	11-APR-11
Dibromochloromethane		<0.50	<0.50	RPD-NA	ug/L	N/A	40	11-APR-11
Bromoform		<0.50	<0.50	RPD-NA	ug/L	N/A	40	11-APR-11
WG1262773-2	MB		<0.50		ug/L		0.5	11-APR-11
Chloroform								
Bromodichloromethane			<0.50		ug/L		0.5	11-APR-11
Dibromochloromethane			<0.50		ug/L		0.5	11-APR-11
Bromoform			<0.50		ug/L		0.5	11-APR-11

Quality Control Report

Workorder: L992599

Report Date: 11-APR-11

Page 2 of 2

Legend:

Limit	ALS Control Limit (Data Quality Objectives)
DUP	Duplicate
RPD	Relative Percent Difference
N/A	Not Available
LCS	Laboratory Control Sample
SRM	Standard Reference Material
MS	Matrix Spike
MSD	Matrix Spike Duplicate
ADE	Average Desorption Efficiency
MB	Method Blank
IRM	Internal Reference Material
CRM	Certified Reference Material
CCV	Continuing Calibration Verification
CVS	Calibration Verification Standard
LCS D	Laboratory Control Sample Duplicate

Sample Parameter Qualifier Definitions:

Qualifier	Description
RPD-NA	Relative Percent Difference Not Available due to result(s) being less than detection limit.

Hold Time Exceedances:

All test results reported with this submission were conducted within ALS recommended hold times.

ALS recommended hold times may vary by province. They are assigned to meet known provincial and/or federal government requirements. In the absence of regulatory hold times, ALS establishes recommendations based on guidelines published by the US EPA, APHA Standard Methods, or Environment Canada (where available). For more information, please contact ALS.

The ALS Quality Control Report is provided to ALS clients upon request. ALS includes comprehensive QC checks with every analysis to ensure our high standards of quality are met. Each QC result has a known or expected target value, which is compared against pre-determined data quality objectives to provide confidence in the accuracy of associated test results.

Please note that this report may contain QC results from anonymous Sample Duplicates and Matrix Spikes that do not originate from this Work Order.



ALS Thunder Bay, Ph: 807-623-6463 Fax: 807-623-7588 Toll-Free: 1-800-662-9678

DRINKING WATER CHAIN OF CUSTODY

PLEASE CIRCLE APPLICABLE REGULATION:

Not Regulated (Reg 170/03) Reg 318/08 319/08 C of A

If not required by regulation, please indicate if it is for a drinking water system Yes No

WORKS / CLIENT NAME		AFTER HOURS PHONE NUMBER AND EMAIL		HEALTH UNIT		ANALYSES REQUESTED												FOR LAB USE ONLY																	
Rosslyn Village Subdivision Well Supply		767-5415/awqsv.alfko@ba.ytel.net		TBDHU		Please indicate test for each sample by Check/mark in the box below												SUBMISSION NO																	
WORKS ADDRESS	WORKS NUMBER	WORKS PHONE NUMBER	WORKS FAX	Requested Service (Circle One)	Reg	Pn (50%)	Emerg (100%)	Sampling Date / Time	Date (yy/mm/dd)	Time	Regulated Sample Type (RT/D)	P/A-24 (TC, EC)	P/A-MOE (TC, EC, Det. Org.)	Col. Plate Count (HPC)	O. n. n.	Nitrate/Nitrite	THM (Max. Res. Time)	Sched 23 Inorganics	Sched 24 Organics	Sodium	Fluoride	Other:	LAB ID												
125 Maple Street	250001081	625-5900/625-4822																																	
WORKS CLIENT CONTACT	WORKS PHONE NUMBER	WORKS FAX NUMBER	WORKS EMAIL	Requested Service (Circle One)	Reg	Pn (50%)	Emerg (100%)	Sampling Date / Time	Date (yy/mm/dd)	Time	Regulated Sample Type (RT/D)	P/A-24 (TC, EC)	P/A-MOE (TC, EC, Det. Org.)	Col. Plate Count (HPC)	O. n. n.	Nitrate/Nitrite	THM (Max. Res. Time)	Sched 23 Inorganics	Sched 24 Organics	Sodium	Fluoride	Other:	LAB ID												
J. Cressman	935-2613																																		
SAMPLE DESCRIPTION		Chlorine Residual (mg/L)		Sampling Date / Time		Date (yy/mm/dd)		Time		Regulated Sample Type (RT/D)		P/A-24 (TC, EC)		P/A-MOE (TC, EC, Det. Org.)		Col. Plate Count (HPC)		O. n. n.		Nitrate/Nitrite		THM (Max. Res. Time)		Sched 23 Inorganics		Sched 24 Organics		Sodium		Fluoride		Other:		LAB ID	
RV-04		11/04/03		11:40		11:40		T																										11.3	
DS-A26		"		11:35		11:35		D																										10.3	

Sample Type Legend: R - Raw Water T - Treated Source D - Distribution Sample

Other Contaminants/Cautions (Please identify location of suspected hazards)

ANALYSED BY (print & sign) *V. Lowe*
 SUBMITTED TO LAB BY (print & sign) *[Signature]*
 RECEIVED AT LAB BY *[Signature]*
 DATE RECEIVED AT LAB *08 Apr 05/11*
 TIME RECEIVED AT LAB *1:50*
 Frequency: **Quarterly**



OLIVER PAIPOONGE MUNICIPALITY
ATTN: J. CRESSMAN
WORKS #260001081
P.O BOX 10
MURILLO ON P0T 2G0

Date Received: 19-APR-11
Report Date: 25-APR-11 14:53 (MT)
Version: FINAL

Client Phone: 807-935-2613

Certificate of Analysis

Lab Work Order #: L996252
Project P.O. #: NOT SUBMITTED
Job Reference: 260001081
Legal Site Desc:
C of C Numbers:

Tricia Sampson
Account Manager

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ALS CANADA LTD Part of the ALS Group A Campbell Brothers Limited Company

ALS ENVIRONMENTAL ANALYTICAL REPORT

	Sample ID Description Sampled Date Sampled Time Client ID	L996252-3 DISTRIBUTION 18-APR-11 16:20 -D1 DS-A26			
WATER					
Bacteriological Tests	Presence/Absence: E. coli (p/a/100mL)	Absent			
	Presence/Absence: Total coliform (p/a/100mL)	Absent			
Miscellaneous	Heterotrophic Plate Count (CFU/mL)	0			

Reference Information

Test Method References:

ALS Test Code	Matrix	Test Description	Method Reference**
HPC-MF-TB	Water	Heterotrophic Plate Count	APHA 9215 D
PA24-QT-TB	Water	Presence / Absence	APHA 9223 B C24

** ALS test methods may incorporate modifications from specified reference methods to improve performance.

The last two letters of the above test code(s) indicate the laboratory that performed analytical analysis for that test. Refer to the list below:

Laboratory Definition Code	Laboratory Location
TB	ALS ENVIRONMENTAL - THUNDER BAY, ONTARIO, CANADA

Chain of Custody Numbers:

GLOSSARY OF REPORT TERMS

Surrogate - A compound that is similar in behaviour to target analyte(s), but that does not occur naturally in environmental samples. For applicable tests, surrogates are added to samples prior to analysis as a check on recovery.

mg/kg - milligrams per kilogram based on dry weight of sample.

mg/kg wwt - milligrams per kilogram based on wet weight of sample.

mg/kg lwt - milligrams per kilogram based on lipid-adjusted weight of sample.

mg/L - milligrams per litre.

< - Less than.

D.L. - The reported Detection Limit, also known as the Limit of Reporting (LOR).

N/A - Result not available. Refer to qualifier code and definition for explanation.

Test results reported relate only to the samples as received by the laboratory.

UNLESS OTHERWISE STATED, ALL SAMPLES WERE RECEIVED IN ACCEPTABLE CONDITION.

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DRINKING WATER CHAIN OF CUSTODY

PLEASE CIRCLE APPLICABLE REGULATION: C of A

Not Regulated Reg 170/03 Reg 318/08 319/08 C of A

Not required by regulation, please indicate if it is for a drinking water system

Yes No

WORKS / CLIENT NAME Rosslyn Village Subdivision Well Supply		AFTER HOURS PHONE NUMBER AND EMAIL 757-5415/wqsvetkko@tdaytel.net		HEALTH UNIT TBDHU		SUBMISSION NO. L996252										
WORKS ADDRESS 125 Maple Street		HEALTH UNIT PHONE / FAX 825-5900/625-4822		LOGGED BY ES		LAB ID										
WORKS CATEGORY SMR	WORKS NUMBER 260001081	PHONE NO/FAX NO/EMAIL 935-2613	Requested Service (Circle One) Reg <input type="checkbox"/> Pri (50%) <input type="checkbox"/> Emerg (100%)	Regulated Sample Type (R/TRD) D	DATE/TIME 19 April 10:30	TEMPERATURE AT RECEIPT (C) 9.0										
WORKS / CLIENT CONTACT J. Cressman	SAMPLE DESCRIPTION (This description will appear on the report)		Sampling Date / Time Date (yy/mm/dd) Time	PA-24 (TC, EC)	PA-24 "Plus" (TC/EC)	PA-MOE (TC, EC, Dat. Org.)	Her. Plate Count (HPC)	Other:	Nitrate/Nitrite	THM (Max. Res. Time)	Sched 23 Inorganics	Sched 24 Organics	Bodium	Fluoride	Other:	
DS-A26	1.00	11 04 18 16:20		X	X	X										
123																

* Sample Type Legend: R - Raw Water T - Treated Source D - Distribution Sample

Other Comments/Cautions (Please identify known or suspected hazards)

DATE/TIME RECEIVED AT LAB:

19 Apr 11 9:10

RECEIVED AT LAB BY:

KH

SAMPLED BY (print & sign):

John Givins

SUBMITTED TO LAB BY (print & sign):

John Givins

PENDING ITEMS

DATE	ITEM	ACTION REQUIRED	RESPONSIBILITY	DATE TO BE COMPLETED
Feb 8/10	Procedural By-law	By-law	CAO/Council	In Progress
May 26/10	Rossllyn Water System Rate Structure	Financial Plan	CAO	Within Six Months of Receipt of Drinking Water Licence
June 28/10	Landfill Site Waste Management and User Pay System	Report	CAO	Spring 2011
July 2010	Master Fire Plan	Report	CAO	May 25/11
Sept 13/10	Communication Policy (Speaking to the Media)	Report	CAO	2011
Jan 10/11	Options for the Agriplex Report	Report	CAO/Council	2011
Jan 24/11	Snowmobiles Driving on Farmers Fields	Notice in Newsletter	CAO	Fall 2011
Feb 14/11	Hacquoil Extension of Hours	Report	CAO	Spring 2011
Mar 14/11	Municipal Donations	Policy	CAO	Spring 2011
Mar 28/11	Rick Hansen 25 th Anniversary Relay	Planning for the Event Committee of Volunteers	CAO	Ongoing
Mar 28/11	Delivering Notices to Residents	Policy	CAO	Submitted May 9, 2011